

**MINUTES DRAFT**  
**WORK SESSION – GENERAL PLAN UPDATE**  
**PLANNING & ZONING COMMISSION**  
**COUNCIL CHAMBERS · 473 S. Main Street, Room #106**  
**THURSDAY, AUGUST 15, 2013 at 6:30 P.M.**

**Note:** Work Sessions are being held over the next 12 months to update the General Plan. Public participation and input is encouraged during this process. Work Sessions will end no later than 8:00 p.m., and it is possible that some items will be carried over to a subsequent meeting. In addition, a majority of Council members may be present at these meetings. It is important to note that the voters will ultimately approve the General Plan in an election. If you have questions regarding these work sessions, elements of the General Plan, public participation, etc. please contact Community Development Director Mike Jenkins at 928-554-0051 or visit our website at [www.campverde.az.gov](http://www.campverde.az.gov).

1. **Call to Order**  
Chair Norton called the meeting to order at 6:31 P.M.
2. **Roll Call**  
Chair Norton, Vice Chair Blue, Commissioner Parrish, Commissioner Freeman, Commissioner Hough, and Commissioner Hisrich were present. Absent, Commissioner Davis.  
**Also Present**  
Mayor Charles German, Councilor German, Councilor Jones, Town Manager Russ Martin, Community Development Director Michael Jenkins, Assistant Planner Jenna Owens and Permit Technician Kendall Welch
3. **Pledge of Allegiance**  
The Pledge was led by Chair Norton
4. **Discussion of the General Plan updates process to include, but not be limited to ARS statutory requirements, schedules, and timelines.**  
Before Staff's presentation Chair Norton took a few minutes to address the public on the process of these ongoing work sessions to update the General Plan. He encouraged all to be involved and encouraged the public to attend the work sessions to gain knowledge of the Plan for the public vote in March 2015. The Chair also added that each of these work sessions will be two hour meetings and the public is invited to speak at anytime with a limit of three minutes but they will not be limited to just one time as the Commission proceeds through the Plan.  
At this time the Chair opened the floor for any public input prior to starting the task at hand.  
**Robert Johnson of Verde Lakes:** Mr. Johnson expressed his concerns with the Verde River and presented the following information;
  - The Verde River's flow has lessened over the last 50 years, because of the increase of well drilling.
  - Mr. Johnson would like the Commission to consider ways to conserve water and cut down on well water use. Water conservation efforts are needed for the Verde Valley to continue to strive.**John McReynolds:** Mr. McReynolds addressed the Commission to inform them that in fact he was part of the last General Plan that was adopted in 2005. He also has been a member of the Yavapai County Planning and Zoning Commission.  
**Russ Martin, Town Manager:** The Town Manager spoke with encouragement and stressed the importance of being involved in the update of the General Plan. He also asked the Chairs to be involved and stay involved in this effort, to reach out to the community to help them understand what they will be voting for in the future. We aren't recreating the wheel, but these changes will be improvements that are needed to update the General Plan and to keep up with the times. In his career, the Town Manager he has been involved many times with updating the General Plans and

realizes this is a complex task which by law needs to be completed every ten years.

With all opening statements completed the Chair suggested that staff begin with a presentation that will speak to the timeline, ARS regulations and other exhibits in the room.

Community Development's Director Michael Jenkins began the presentation explaining the maps, graphics and projected items. All of these items will work together to help with the understanding of Land Use in the Town of Camp Verde. Jenkins also introduced Jenna Owens the Town's Assistant Planner. Owens explained to the Commission and public the requirements as set forth by the Arizona Revised Statutes to update the General Plan, Jenkins presented the following elements to be updated;

1. There are seven elements that the State requires updates to:
  - a. Land Use
  - b. Open Space & Recreation
    - i. The current General Plan shows an area of open space that is unclear of how it was determined.
  - c. Growth Areas
  - d. Transportation & Circulation
  - e. Water Resources
    - i. There is a study being conducted
  - f. Environmental Planning
    - i. Dark Skies
  - g. Cost of Development
2. During these updates there are three more elements that will also be updated even though they are not mandated by law. These items are very crucial to the overall changes to the Plan because they are elements that directly affect the Town Culture.
  - a. Housing
    - i. Vacant homes
  - b. History & Culture
  - c. Economic Development
    - i. Az Transportation Board, 260 corridor from I-17 heading west

Jenkins the briefly went over the time line starting with today's meeting and ending with the election in March 2015. The last Plan was voted in on March 08, 2005. With the vision of a vote in March 2015 this would satisfy the 10 year requirement for review. He also reminded the Commission that since the last vote, there have been changes made within the General Plan because the P&Z Commission and Town Council are allowed to make minor and major adjustments and amendments to the Plan, minor amendments are allowed at anytime, major amendments are only considered once a year. Jenkins did tell the Commission that the current land use map does reflect all the amendments to date which changed the map that was adopted back in March of 2005.

The Chair again added clarification to the process of updating the General Plan, after each element's update has become a draft document and there is consensus of acceptance the Commission will then move onto the next element of the General Plan.

Before item 5 of the agenda started Robert Johnson wanted to address the Commission: Robert Johnson, wanted to inform the Commission and Staff that Representative Kirkpatrick's Staff was in Town and will soon be back if there is anything that is needed to make Kirkpatrick aware of.

5. Discussion, consideration, and possible direction to staff relative to the Land Use Element of the General Plan.

Chair Norton began by reading Chapter 3, the Land Use element of the General Plan. He asked the Commission, Staff or Public to stop him anytime with comments or suggestions.

Discussion:

1. Pg 3.1 third paragraph: Jenkins addressed the table on this page, he told everyone the acres and percentages on this table are derived from the Yavapai County's GIS Department. These

- tables can also be found on the Land Use Maps. He also added that the Town's area of 27,040 acres is actually 42.5 square miles. Commissioner Hisrich commented the document has grammar problems. Staff told the Commissioners these errors will be corrected when the draft is finalized.
2. Pg 3.1 sixth paragraph: This paragraph refers to the panoramic view of "Wingfield Mesa", the exact location of this mesa is unclear to the Commission and Public. The Commission instructed Staff to bring the location of this Mesa to the next meeting to help them understand the implications it may have on the Plan.
  3. Pg 3.2 second paragraph: Chair Norton wanted to know if this paragraph's last sentence was referring to General Crook & 1-17? Staff was instructed to clarify the location of this higher density use. Also Commissioner Blue pointed out that this paragraph needs to be amended because some of these items have been completed. Commissioner Freeman asked if this paragraph should be imported into the Transportation & Circulation Element. Jenkins told the Commissioner that many of these elements will overlap to help give a general ideal.
  4. Commissioner Blue asked if the Commission could get an 11X17 color copy of the Land Use Map, this would make it much easier to follow along, Jenkins told the Commissioners he will have these maps ready for the next meeting on September 12<sup>th</sup>.
  5. At this time Dale Miller of Jacob Engineering addressed the Commission and apologized for his early departure, but he did want them to keep in mind that adding goals to encourage the commercial development is always a good idea. Mr. Miller is in Town as a consultant for ADOT with the widening of 260 West.
  6. Pg 3.3 bullet point c, there was a question of the meaning of sentence regarding the use of promoting infill or compact from development activity by Commissioner Hough. Jenkins said that the infill is referring to difficult properties which may need municipal help to bring up to code, the Town Manager added that infill is also a goal to smart growth with high density. Staff was instructed to bring back to the Commission a clarification on "compact" used in this sentence along with "cluster housing" to ensure the meanings weren't similar.
  7. Pg 3.4 consisted of explanation of the different types of zoning with only a few comments from the Commission.
    - a. Agricultural Use – The Chair inquired if vineyards were considered agricultural, Jenkins responded yes, he also added that there are no agricultural uses designated in the Town of Camp Verde.
    - b. Low Density Residential – Jenkins informed the Commission that the explanation found here is consistent with the Planning & Zoning Ordinance.
    - c. Industrial – Jenkins told the Commission that the Planning & Zoning Ordinance does allow for up to two residents allowed in these areas.
    - d. Natural Resources – This means aggregate areas, staff will still need to determine these areas and identify them on the Land Use Map.
    - e. Historic Town Site – Commissioner Hough commented that the Historic Town Site has not gone through a process to have this area defined.
- Mayor German asked about an old military site that he believed was located in the Town boundaries and he didn't see it on the map as a public facility. Others in the meeting remembered seeing this military site on different documents as well, the staff was asked to identify and locate the old military site.
- f. Hwy 260 Annexation – Jenkins told the Commissioners that this area is in the location of Steve Cory, this annexation has been completed. The Commission asked Staff to look into the annexation and confirm the number of acres that were actually annexed.
  - g. Spur Land & Cattle Co – Commissioner Hough asked if there is an area here for conservation. Staff is unsure so they will investigate and bring an update to the Commission.
8. Chair Norton began reading through the Goals on pg 3.5, Goals A & B.
    - a. Goal A. 6, This task has been completed but the Commission and Staff agreed it should stay in the Plan; the review of the Animal Ordinance should be an ongoing effort. Jim Switzer did ask for some verification of the Ordinance, he understood that you needed at least one acre for livestock, but he believes the Ordinance indicates ½ acre for

- livestock. Owens the told Mr. Switzer that is correct a half acre is needed for livestock, the livestock determined is by a point system that is assigned to each type of animal.
- b. B Goals – In the description of a rural character, some of the Commissioners and Citizens remember this to be stated as a “Rural Western,” why was the “Western” removed as a descriptive? Commissioner Blue felt that maybe it was struck because the history of Camp Verde goes beyond the “Western” times. Mayor German suggested that the word “Western” maybe too narrow to categorize the area. Staff was instructed to meet with Steve Ayers the Economic Development Director to ask if he has any history on this.
  - c. Goal B. 2 – Owens informed the Commission that this goal will be updated; it still refers to the old ordinance.
  - d. B. 4 – Commissioner Hough felt this item can be removed from the Plan, this is when there was a Design Review Board which no longer exists. Commissioner Blue agreed to consider striking this item, Chair Norton said that the Commission will consider striking this item.

The next work session is scheduled for September 12<sup>th</sup>, 6:00 P.M. in the Council Chambers; the work session will begin with Goal B, page 3.5

6. **Adjournment**  
The meeting adjourned at 8:30 P.M.

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Chip Norton, Chairman

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Rita Severson, Recording Secretary

#### **CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on August 15, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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Deborah Barber, Town Clerk